LPR 280-01-00.0 Issue Date February 19, 1997

Performance Requirement: Facility Management and Administration

Title: Managing Facility Human Resources

Mandatory Document

Standard Statement:

Laboratory and non-Laboratory personnel have the skills, knowledge, and ability to accomplish facility related work in support of safe and reliable facility operations.

Performance Criteria:

- 1. Work activities specific to facility management and operations are identified and documented, and the skills, knowledge, and abilities required to accomplish the work are defined and communicated.
- 2. Work activities are performed by, or under the direct supervision of, personnel who are qualified to perform the work.
- 3. Worker qualification or certification requirements are identified, training plans are completed, and training and qualification are documented before workers may perform tasks independently.
- 4. When facility conditions change, personnel qualification requirements and training plans are reviewed and changed as necessary.
- 5. Qualification standards (developing training using the Laboratory systematic approach) and evaluation methods are adequate to verify worker competence.
- 6. Training is available to improve and maintain critical job skills, enhance professional development, and to assure the retention of corporate knowledge.
- 7. Facilities follow *Administrative Manual* policies to effectively address Laboratory human resources standards to address short and long term human resources needs and including a mechanism to attract and retain personnel with the needed skills, knowledge, and abilities.

Contractual Work Smart Standards:

29 CFR 1910, Occupational Safety and Health Standards

AL Supplemental Directive 5481.1b, Safety Analysis and Review System

ANSI B31.1, Power Boilers (most recent edition)

ASME Boiler and Pressure Vessel Code (most recent edition)

DOE O 5700.6C, Quality Assurance

LANL LPR 270-02, "Perform Assessment of Operating Limits and Start-Up Tests" (currently exists and addresses the philosophy of AL 5480.31 cited below)